

NC Cardinal General Membership Meeting
December 5, 2013
Chapel Hill Public Library

Past Year Highlights (Tanya Prokrym)

- Migrated Wayne, Caswell, Caldwell, McDowell, Albemarle
- Implemented Consortium-wide Resource Sharing
- Revision of bylaws and memorandum of understanding; proposed new pricing structure
- Creation of Governance, Cataloging, and Resource Sharing Committees
- Upgraded to Evergreen v2.4
- Re-structured SIP server configuration to improve stability and provide redundancy
- Catalog Enhancement Project – first stage completion
- Added new NC Cardinal Staff member – David Green
- Provided a new method for pre-loading annual statistics to member libraries
- Created new website – The Nest

Future activities (Tanya)

- Cumberland (December), Forsyth (February), and BHM (March) migration
- Restructure of underlying database, hardware and software configuration – February timeframe
 - o Database will be moved from the cloud to its own set of servers
 - o Expanded server redundancy

Current activities

Cataloging Enhancement Project , Tanya Prokrym

1. Approximately 16.8% of records were de-duplicated and merged. This is lower than our initial target and emphasizes that catalog enhancement and de-duplication will need to be a mandatory, iterative process. (perhaps twice/year). Within the next month or so, member library catalogers will be notified and provided with a list of records that could not be merged. These records may have missing ISBNs or mismatching title and ISBN information.
2. An initial release of cataloging templates for different items types is targeted for the end of December. Catalogers will be strongly requested to follow and use the new templates. In addition, a draft of “Best Practices” will be provided along with the new templates.
3. A thank you to Haywood County for being the first to sponsor a major NC Cardinal project. Sharon Woodrow graciously accepted ‘being a test pilot site’ for a new NC Cardinal strategy for special projects management. A recommendation to administer special projects in this way will be submitted to the Governance Committee upon completion of this pilot. This new strategy strengthens consortium communications, expands the role of member libraries, and provides the sponsoring member library an additional opportunity to participate in special projects without having to be a member of any official working group/committee or part of the NC Cardinal staff.

Resource Sharing Committee, David Green

1. The Resource Sharing Committee is just getting started. The committee will meet quarterly in person with phone meetings in between as needed.
2. David stated that the UPS system appears to be working well - costs are being controlled, items are not being damaged. The Committee is assessing how to reduce manual and shipping mistakes. In terms of packaging, UPS is satisfied with current containers, libraries are doing well

at not having unused space in the box; The Committee will explore padded containers for more fragile items.

3. The turtle icon on Transit Slips is being reviewed by the committee. The committee would like a more relevant icon for NC Cardinal.
4. This committee has already made several recommendations:
 - a. Merging Patrons: It is recommended that patrons who can prove residency for more than one county must declare a primary county.
 - b. The maximum hold shelf has been changed from 5 days to 7 days; A pilot project will run for 3 months and then this decision will be analyzed.
5. The Committee will begin work on documentation and formalizing procedures as well as resource sharing training.

Other items:, David Green

1. SLNC will work on providing an image for libraries to use/add as they want to for library cards; , sticker options will be explored.
2. The issue of merging cards was brought up. This issue is problematic with ebooks because of the way those contracts are designed.
3. Hold requests – It was mentioned that patrons are frustrated that, for some items, they can only place a limited number of holds. Patrons don't realize they can request more items from another owning library. It was asked if a message could appear that would inform patron of what options they have if they select an item from a library with a very low hold limit. This issue may be less frequent as we continue to de-duplicate our holdings.
4. David Green provided an Overview of the new NC Cardinal Website, The Nest. He would appreciate comments and feedback.

www.statelibrary.ncdcr.libguides.com/thenest

Memorandum of Understanding, Bylaws and Pricing Structure Discussion

- No vote was taken for the Memorandum of Understanding, Pricing Structure and Bylaws during the meeting. **AN ELECTRONIC BALLOT WILL BE SENT SOON FOR VOTING ON THE DOCUMENTS AND CHANGES MENTIONED HERE.** Please see the attached two documents. Changes are noted below. The SLNC legal personnel are reviewing both documents at the present time. Upon completion of the review, an email will be sent with the method for electronic balloting.

VOTING Timeline

- Notes and updates to all documents will be sent out on Monday, 12/9. (a tad late)
- Each library will have one vote.
- MOUs should be signed and returned by February 28, 2014.

MOU Revisions

- Section III, Financial Responsibilities (page 2) revised to clarify
 - o Point 1, pricing structure formula.
 - o non-optional services

Questions Asked:

Question: Would a 2/3 majority vote force some libraries to participate in (and possibly pay more) for something they didn't want?

Answer: The NC Cardinal Governance Committee and the State Library will take the reasons and obstacles of uninterested libraries into consideration and offer solution to those libraries.

NOTE: The Bylaws were amended and the MOU expanded to address this issue.

Question: What happens if there is a tie during voting?

Answer: There won't be a tie; the NC Cardinal Governance Committee will need a 2/3rd majority to approve any action.

Question: When will general elections take place and how will the ballot be created?

Answer: July 2015; a nomination committee will prepare the ballot